

**COMMUNITY BASED TRANSPORTATION PLANNING
DEMONSTRATION GRANT PROGRAM**

FINAL

GRANT SELECTION INFORMATION
September 8, 2000

Purpose

The purpose of this document is to provide information concerning the Caltrans Community Based Transportation Planning Grant Program and the selection process for the first year (2000/2001). Approximately one million dollars is available for the first year.

The emphasis for the first year of grants is to support demonstration planning projects that will: 1. Provide showcase examples of livable community concepts, and 2. Help leverage other sources of funds for developing and implementing improvements. The Office of Community Planning (OCP) will collect project proposals, and convene a grant selection committee to review and select grant applications for funding. The actual number of selected applications will depend on the proposed project costs.

Grant Selection Schedule

No.	Event	Date
1.	Grant selection information sent to Districts	August 10, 2000
2.	<u>Project proposals due to OCP</u>	<u>October 6, 2000</u>
3.	Selection committee reviews applications/proposals	October 10–13, 2000
4.	Grants awarded	November 1, 2000
5.	Funding Transfer Agreements executed	To be announced

Grant Objectives

The Community Based Transportation Planning Demonstration Grant Program objectives include the following items:

- Project supports commonly understood livable community concepts.
- Project demonstrates local support by way of consistency with currently adopted or amended General Plans, Specific or Area Plans, Regional Transportation Plans, specific resolutions/letters of support from Regional Transportation Planning Agencies, City Councils, Planning Commissions, County Boards of Supervisors, the general public, etc.
- Project incorporates a collaborative planning process with broad participation from community stakeholders.

- Project will induce additional community benefits, or help guide the overall project to the next level of planning, and/or form the basis with which additional support for the overall project can be obtained from other sources such as Congestion Mitigation and Air Quality or Transportation Enhancement funding.
- Project pertains to a study area where remedies to deficiencies in balanced, multi-modal transportation planning will provide significant community benefit.
- Project addresses a deficiency, conflict, or opportunity in coordinating land use and transportation.
- Project supports statewide need as identified by the Governor's Initiative, State Treasurer smart growth policies, Caltrans Strategic Plan, Interregional Transportation Strategic Plan, among others.
- Project provides regional/interregional benefits.
- Project is compatible with Caltrans project(s) within the study area.
- Project is located in an economically disadvantaged, blighted, or infill area.
- Project is unlikely to be fully funded other than through the Office of Community Planning's program.
- Project demonstrates cost effectiveness.

Minimum Grant Requirements

- Supports planning activities of national or statewide significance. Projects with outcomes that can be applied in other areas of the State would meet this objective.
- Project must have a defined transportation objective.
- Projects must have designated beginning and ending dates. Funds are approved on an annual basis and are not guaranteed for future years.
- A minimum 20 percent non-federal match (can be cash, in-kind, or a combination of both).
- If a non-profit entity is the applicant, the project must involve a regional agency or local government co-applicant.
- Projects that involve a Metropolitan Planning Organization and/or a Regional Transportation Planning Agency sponsorship/partnership will require inclusion in the current or amended Overall Work Program (OWP).
- Grant participation in any single project will be limited to a total equal to, or less than \$300,000.

Project Proposal Format

There will be no formal grant application for the first year. However, the project sponsor should submit a project proposal and scope of work to the Office of Community Planning through the appropriate Caltrans District office. At a minimum, the project proposal and scope of work should include the following items:

• **Project Proposal**

1. Provide background information on the study area.
2. Provide schematic and photographic documentation of the study area.

3. Identify the opportunity and/or problem to be studied/resolved.
 4. Summarize the project's current status and goals.
 5. Provide examples of how the proposed study will achieve the community based transportation program objectives (listed above).
 6. Describe "null alternative" outcomes. What if nothing is done?
 7. Describe what type of improvements may be identified and evaluated by the planning study.
 8. Provide documentation that demonstrates community support for the project.
 9. Provide the name, address, email and telephone number of a contact person who can address project related questions.
 10. For all non-profit applicants, identify the name, address, email and telephone number of the co-applicant contact.
 11. Identify the minimum 20 percent non-federal match.
- **Scope of Work**
 1. List the tasks and/or phases of the study in chronological order.
 2. Provide timelines for each task and a projected final completion date for the study.
 3. Include costs for each task and the total project cost. Sources of funding per task should be identified.

Grant Rating

Each applicant's grant proposal will be rated on a competitive basis by using the aforementioned grant objectives.

Districts will submit grant project proposals to Ken Baxter, Chief, Community Planning Branch, Department of Transportation, 1120 N Street, MS-32, Sacramento, CA 95814. Proposals are due to the Community Planning Branch on or before October 6, 2000.

If you have any questions, please call Ken Baxter ([916] 654-2719) or Leigh Levine ([916] 651-6012), Community Planning Branch.